

Agenda: **Process Standardization Working Group Meeting**

Wednesday, April 18, 2001, 9:00 a.m. – 4:00 p.m.
Grand Canyon State Electrical Cooperative
120 N. 44th St Suite 100, Phoenix

	Topic	Lead	Anticipated Outcome	Att.
1	Welcome, Introductions, Sign-In, and Approval of Minutes	Evelyn Dryer	Ms. Dryer will welcome participants to the full group session of the Process Standardization Working Group meeting. A sign-in sheet will be circulated. Participants will introduce themselves. Minutes from the April 4, 2001 meeting will be approved.	
2	Report from Janie Mollon on revised Change Control Process	Janie Mollon	Janie Mollon (New West Energy) will present the revised change control process. The group will discuss how this document will be posted on the ACC website.	
3	Report from Staff on the definition of Final Bill Issue 84	ACC Staff	Staff will confirm the definition of "Final Bill" and report on the section of the Rules, which prohibit the estimation of Final Bills and DA bills.	
4	Q&A for Task Team Chair addressing Issue 101: MRSP Performance Monitoring and Testing	Janie Mollon	Janie Mollon (New West Energy) will send out a task team status report prior to the meeting and address questions from the group.	
5	Q&A for Task Team Chair addressing Issue 61: MSP Performance Monitoring and Testing	John Wallace	John Wallace (GCSECA) will send out a task team status report prior to the meeting and address questions from the group.	
6	Q&A for Task Team Chair addressing Issue 107: Develop a document showing all agreed upon Metering business rules	Stacy Aguayo	Stacy Aguayo (APS) will send out a task team status report prior to the meeting and address questions from the group. Discuss moving the metering forms document (approved by PSWG and currently posted on the ACC website) into the metering handbook so ESP/MSP have a single place to look.	

7	Approval of field requirement in the AZ 810 to Conditional from Mandatory	Evelyn Dryer	<p>The participants will report on which of the three options their company will support.</p> <p>Gene Slechta and Shirley Renfroe will review Conditional Items in the 810 and identify if sufficient detail is present in the gray boxes for the condition.</p> <p>NOTE: May 2nd agenda will include – discussion of whether the beginning and ending read should be conditional or optional. Also, ESPs will report back on their position with the MRSP providing beginning and ending reads on the 867 for residential IDR customers in SRP territory.</p>
8	Issue 100	Evelyn Dryer	TEP will confirm if they will waive a meter test charge if the meter had been tested within the time period specified in the rules for meter testing.
9	VEE Document	Janie Mollon	The VEE document will be reviewed. Any comments prior to PSWG approval?
10	Issue 55: UDC fees for Direct Access services (CISR, DASR, me-tering, meter reading, billing, settlement, etc.) are too high and not consistent between UDCs. (APSES) 1- hour discussion	Evelyn Dryer	The group will discuss the issue for one hour before making a recommendation on a resolution or the need to form a task team.
11	Issue 81: What information is provided on a CISR from each UDC and is that information consistent 1- hour discussion		The group will discuss the issue for one hour before making a recommendation on a resolution or the need to form a task team.
12	Issue 75: On incoming DASR – only kWh meter number is required. State DASR hand-book does not accommodate a kWh meter and Kvar meters, or other metering combinations.		The group will discuss the issue for one hour before making a recommendation on a resolution or the need to form a task team.
13	Issue 83: When customer switches from DA back to SO or ESP to ESP and the MRSP has not provided meter read data (or estimated reads) for previous months, what should the UDC/ESP do to retrieve missing data? How can the final bill get trued-up? Should the UDC/ESP be allowed to estimate the final bill?		The group will discuss the issue for one hour before making a recommendation on a resolution or the need to form a task team.

14	Issue 94: What is the timeframe for UDC to exchange the meters to return direct access customers to bundled service		The group will discuss the issue for one hour before making a recommendation on a resolution or the need to form a task team.
15	Review Open issues and re-prioritize	Evelyn Dryer	The group will review Open issues and re-prioritize.
16	New Issues	Evelyn Dryer	New issues will be added to the Master Issue list.
17	Meeting Evaluation	Evelyn Dryer	The group will provide feedback.
18	Set Next Agenda	Evelyn Dryer	The group will set the next agenda.
19	Adjourn Meeting	Evelyn Dryer	The meeting will be adjourned.